FY 2005 ACTEDS CATALOG
LIBRARIAN TRACK

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3rd and 4th Quarters FY05
APPLICATIONS DUE ALP OFFICE 7 January 2005

14. Army Library Institute

NOTE: Contact this office about registration after you are selected for ACTEDS training.

LOCATION: Monterey, CA

DATES: 4-8 April 2005

WEBSITE: http://www.libraries.army.mil/ali2005/index.htm

COST: $225.00 (estimate based on 2004)

> Maximum Per Diem: $179.00

> Transportation: Obtain estimate from government contract travel office

DESCRIPTION: This institute is the premier annual training event for Army librarians. It is a week-long course with classes geared specifically to Army library management, organization and technology issues. It is sponsored this year by the Defense Language Institute Foreign Language Center Aiso Library. Jackie Rustigian, Director, Human Capital Management, ITM Career Program 34, will offer individual career counseling. The theme is Challenges of Change and will cover such topics as the future of technology, standards and federated searching. Featured speakers include Jackie Rustigian, Nancy Davenport, Stephen Abram, Roy Tennant, Frank Cervone, Pat Wagner, and Joan Frye Williams.

15. Defense Technical Information Center (DTIC) Annual Users Meeting and Training Conference

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: Alexandria, VA

DATES: 4-6 April 2005

WEBSITE: http://www.dtic.mil/dtic/annualconf/

COST: Registration: $450.00

Maximum per Diem: $204.00

Transportation: Obtain estimate from government contract travel office

DESCRIPTION: DTIC serves professionals in technical research and information primarily in the Department of Defense. Attendees typically include scientists, engineers and professionals in technology research and development, and information science. This year's theme is Defense Research & Engineering: Turning Data into Knowledge. The agenda will squarely address changing information sources and technologies in the federal research, development and acquisition communities. There will be training and breakout sessions to keep you up-to-date with rapidly changing Defense needs in the technical information environment. There will be a variety of speakers and sessions on topics of current interest and controversy. Participants will have a unique opportunity to enhance their professional development while enjoying learning opportunities and networking with their peers.

16. Combined Arms Research Library Digitization Mentorship

LOCATION: Fort Leavenworth, KS

DATES: April-May 2005 (to be negotiated with the person selected)

WEBSITE: http://www.cgsc.army.mil/carl/

COST: Registration: No charge

Maximum per Diem: $91.00

Transportation: Obtain estimate from government contract travel office

DESCRIPTION: Provides Army librarians with an understanding of the digitization process including: the selection of host server, identification of material suitable for scanning, selecting the appropriate scanning method, scanning process, use of Photoshop software, descriptive metadata, use of ContentDM application software, and set up of interface pages. Participant should become familiar with the introductory information on the ContentDM website prior to the assignment.

17. Institute on Federal Library Resources

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: Washington, DC

DATES: 9-14 May 2005

WEBSITE: http://slis.cua.edu/federalresources/ (2004)

COST: $1,500.00 (estimate based on 2004)

Maximum per Diem: $204.00

Transportation: Obtain estimate from government contract travel office

DESCRIPTION: Catholic University of America Library and Information Science continuing education course designed to help information professionals and graduate students know and understand federal libraries, resources, and career opportunities. Federal libraries and information centers lead the way in providing government and citizen access to information. But how many information professionals know about the available resources and understand the issues facing federal libraries in the 21st century? This course delivers skills, principles, and best practices in the world of federal library resources and librarianship with a strong emphasis on interactive panel discussions, on-site visits, and practical exercises. With expert guidance from library leaders, information scientists, government officials, and front-line federal librarians, participants will examine and use federal library resources and data clearinghouses and learn how various federal libraries are meeting the challenges of content management, E-government and metrics requirements, and competitive sourcing. Also included are opportunities to explore career paths for federal librarians and information professionals.

18. Medical Library Association Annual Meeting

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s). Applications to attend national conferences (ALA, ASIST, PLA, MLA, SLA) are limited to 1 per librarian.

LOCATION: San Antonio, TX

DATES: 14-19 May 2005

WEBSITE: http://www.mlanet.org/am/index.html

COST: $405.00 + choice of one CE

  Maximum per Diem: $140.00

  Transportation: Obtain estimate from government contract travel office

DESCRIPTION: Attendees at MLA's annual meetings present and discuss scholarly papers, applied research, and issues in health sciences information management. The event gives members and affiliated professionals a chance to share ideas, hear from experts, and see the latest products. Continuing education courses advance knowledge and skills and are a great way to stay at the forefront of the health information profession. Both the annual meeting and the CE courses contribute to Academy of Health Information Professionals membership. This year's theme is *Future! Celebration! Diversity!* exploring diverse services, resources, and customers. Join your colleagues in discovering how we all continue to provide a variety of resources that respond to the varied needs of the diverse populations we serve.

19. Cornell Digital Preservation Management Workshop

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: Ithaca, NY

DATES: May 2005 (tentative / held 10-14 May 2004)

WEBSITE: http://www.library.cornell.edu/iris/dpworkshop/ (2004)

COST: $750.00 (estimate based on 2004)

Maximum per Diem: $139.00

Transportation: Obtain estimate from government contract travel office

DESCRIPTION: Cornell University Library is offering an innovative new digital preservation training program with funding from the National Endowment for the Humanities. The primary goal of this program is to enable effective decision making for administrators who will be responsible for the longevity of digital objects in an age of technological uncertainty.

The *Digital Preservation Management* workshop series is intended for those who are contemplating or implementing digital preservation programs in libraries, archives, and other cultural institutions. The goals of this initiative are to foster critical thinking in a technological realm and to provide the means for exercising practical and responsible stewardship of digital assets.

Workshop attendees participate in an interactive process to develop digital preservation plans that incorporate technical, financial, organizational, and policy aspects encompassing the full life cycle of digital objects. The resulting organization-specific digital preservation plans stresses short-term risk reduction strategies while research and development goes forward in creating longer-term solutions that can be incorporated into the program framework. The workshop includes presentations, group discussions, labs, individual assignments, and a keynote presentation by an international expert in digital presentation.

20. Enterprise Search Summit

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: New York, NY

DATES: 17-18 May 2005

WEBSITE: http://www.enterprisesearchsummit.com/default.shtml

COST: $895.00 + choice of one workshop (estimate based on 2004)

     Maximum per Diem: $251.00

     Transportation: Obtain estimate from government contract travel office

DESCRIPTION: Enterprise Search Summit is an intensive two-day learning experience that covers the nuts and bolts of developing and managing an internal search capability. The concentrated curriculum, which has been completely revised and updated for 2005, offers a structured learning environment where information managers and IT professionals can grasp the strategies and get the know-how they need to make the content that they are acquiring, publishing, organizing, and managing not only searchable, but "findable."

Expert instructors and industry analysts will cover the building blocks of "search," including metadata, taxonomies, and classification; the complexities of searching both structured and unstructured content; integration and search of internal and external information; how to determine which software features are essential; and how to differentiate among the wide range of products on the market.

Enterprise Search Summit has a proven track record of attracting qualified attendees who have a high interest in enterprise search problems, solutions, and software.

21. US Military Academy Library Digitization Mentorship

LOCATION: West Point, NY

DATES: May-June 2005 (to be negotiated with the person selected)

WEBSITE: http://usmalibrary.usma.edu/

COST: Registration: No charge

Maximum per Diem: $127.00

Transportation: Obtain estimate from government contract travel office

DESCRIPTION: Provides Army librarians with an understanding of the digitization process including: the selection of server hardware, identification of material suitable for scanning, selecting the appropriate scanning method, scanning process, use of Photoshop software, descriptive metadata, use of ContentDM application software, and set up of interface pages. Participant should become familiar with the introductory information on the ContentDM website prior to the assignment.

22. School for Scanning

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: Boston, MA

DATES: 1-3 June 2005

WEBSITE: http://www.nedcc.org/sfsbos/sfsdesc.htm

COST: $410.00

Maximum per Diem: $212.00

Transportation: Obtain estimate from government contract travel office

DESCRIPTION: Presented by the Northeast Document Conservation Center. This conference, taught by some of our nation's leading experts in digital library development, provides current, essential information for managers of paper-based collections (including photographs) who are seeking to create, manage, and preserve digital assets. Participants will leave the training better equipped to make informed choices regarding management of their digital projects/programs. Although significant technical content will be presented, this is not a technician-training program. This year's theme is Building Good Digital Collections. Content will include: Content Selection for Digitization, Copyright and Other Legal Issues, Text and Image Digitization, Digitization of Multi-Media Materials, Metadata, The IT Perspective, Essentials of Delivery Systems, Business Models for Digital Projects/Programs, Outsourcing and Vendor Relations, and Digital Preservation.

23. Special Libraries Association Annual Conference

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s). Applications to attend national conferences (ALA, ASIST, PLA, MLA, SLA) are limited to 1 per librarian.

LOCATION: Toronto, Canada

DATES: 4-9 June 2005

WEBSITE: http://www.sla.org/content/Events/conference/ac2005/index.cfm

COST: $455.00 + choice of one CE

     Maximum per Diem: $278.00

     Transportation: Obtain estimate from government contract travel office

DESCRIPTION: This meeting will create an environment for networking, communication, learning and other developmental opportunities for information professionals. Available sessions will highlight strategies used in organizations that reflect the Association's vision and mission. To help you become an impact player within your organization, SLA's Professional Development Team offers you rich, meaningful and high-impact learning experiences of SLA and Division continuous education (CE) sessions, including workshops, learning forums or division-sponsored courses. SLA Tech Zone, the very popular series of sessions/workshops specifically designed by and for the information professional, will be continued this year: throughout the week, SLA will offer a number of different learning opportunities that deal with creating websites, web databases, multimedia presentations, and much more.

24. 2005 Modern Archives Institute

NOTE: Contact this office about registration after you are selected for ACTEDS training.

LOCATION: Washington, DC and College Park, MD

DATES: 6-17 June 2005

WEBSITE: http://www.archives.gov/preservation/modern_archives_institute.html

COST: $675.00

      Maximum per Diem: $204.00

      Transportation: Obtain estimate from government contract travel office

DESCRIPTION: The National Archives and Records Administration, in cooperation with the Library of Congress, presents the Modern Archives Institute. The 2-week program provides an introduction to archival principles and techniques for individuals who work with personal papers, as well as those who work with the records of public and private institutions and organizations. It is intended to help archivists acquire basic knowledge about caring for archival materials and making them available. The Institute concentrates on the following basic archival functions:

- Acquisition of archival material
- Appraisal and disposition
- Arrangement and description
- Preservation
- Reference and access
- Public programs

25. Joint Conference on Digital Libraries 2005

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: Denver, CO

DATES: 7-11 June 2005

WEBSITE: http://www.jcdl2005.org/

COST: $460.00 + choice of one tutorial or workshop (estimate based on 2004)

Maximum per Diem: $159.00

Transportation: Obtain estimate from government contract travel office

DESCRIPTION: The Joint Conference on Digital Libraries is a premier international forum for all aspects of digital library research, development, and evaluation. We welcome researchers and practitioners with broad and diverse interests including: technical advances, usage and impact studies, policy analyses, social and institutional implications, theoretical contributions, interaction and design advances, and innovative applications in the sciences, humanities, and education.

The theme of JCDL2005 is Digital Libraries: Cyberinfrastructure for Research and Education, highlighting the powerful role of digital libraries as cyberinfrastructure. The emerging global interest in the convergence of computation, information management, networking, and intelligent sensing is poised to transform the conduct of research and education. This cyberinfrastructure has the potential to engender the creation of powerful new tools, research methodologies, and processes that will enable scientists and learners to investigate the natural world, the social world, and the human-built environment in new and previously unimaginable ways.

26. American Library Association 2005 Annual Conference

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s). Applications to attend national conferences (ALA, ASIST, PLA, MLA, SLA) are limited to 1 per librarian.

LOCATION: Chicago, IL

DATES: 23-29 June 2005

WEBSITE: http://www.ala.org/ala/eventsandconferencesb/annual/2005a/home.htm

COST: $335.00 + one preconference event

Maximum per Diem: $200.00

Transportation: Obtain estimate from government contract travel office

DESCRIPTION: The American Library Association (ALA), the oldest and largest library association in the world, holds its annual meeting each June, attended by more than 25,000 librarians, educators, writers, publishers, Friends of libraries, trustees and special guests. Immerse yourself in a wealth of critical learning while sharing unique networking opportunities.   Includes more than 2,000 meetings, discussion groups, and programs on various topics affecting libraries and librarians. Poster sessions give librarians the opportunity to make peer-to-peer presentations on research, innovative programs and problem solving ideas. Tracks allow a focus in various areas, such as administration and leadership, collection management, digital information and technologies, issues, staff development or user services.

27. American Association of Law Libraries Annual Meeting

LOCATION: San Antonio, TX

DATES: 16-20 July 2005

WEBSITE: http://www.aallnet.org/events/

COST: Registration: $705.00

Maximum per Diem: $140.00

Transportation: Obtain estimate from government contract travel office

DESCRIPTION: The theme for the 2005 Annual Meeting, to be held in San Antonio, Texas, is *Strategize! Values Visions Vistas.* Regardless of institutional affiliation, law librarians face the challenge of coping with the effects of constant change. Success in the future requires that we develop our ability to think and act strategically to anticipate change and lead in the face of that change. Effective leadership and strategic thinking require updated knowledge and skills. Our premier educational event, the Annual Meeting, will provide members with the opportunity to learn from outside experts as well as from one another.

28. American Management Association Course: Mini-MBA

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: Washington, DC

DATES: 25-29 July 2005

WEBSITE: http://lcweb.loc.gov/flicc/ma/2004/ma0421.pdf (2004)

COST: $895.00 (estimate based on 2004)

Maximum per Diem: $204.00

Transportation: Obtain estimate from government contract travel office

DESCRIPTION: This course is offered by the Federal Library and Information Center Committee. 5-day course developed by the American Management Association and customized for federal participants on modern business management practices. Provides you with a strong business foundation and enable you to function more effectively and efficiently in today's evolving government environment. You'll come away with an effective framework of knowledge for making informed business decisions and the ability to identify the most effective business tools and strategies you need for your federal library or information center to support your agency's overall mission.

The program curriculum will help you
- play a more influential role in your agency's decision-making process
- develop an effective organization and successfully manage people
- broaden your overall management perspective
- achieve your personal and organizational goals
- learn the language of business and communicate effectively to any audience
- develop a leadership style that works for you
- refocus on the critical areas of federal appropriation and fiscal laws, accounting, economics and finance, marketing, competitive strategy and management leadership and organization
- hone your skills to act more strategically create a network of high-level peer contacts

29. Cornell Digital Preservation Management Workshop

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: Ithaca, NY

DATES: July 2005 (tentative / held 19-23 July 2004)

WEBSITE: http://www.library.cornell.edu/iris/dpworkshop/ (2004)

COST: $750.00 (estimate based on 2004)

     Maximum per Diem: $139.00

     Transportation: Obtain estimate from government contract travel office

DESCRIPTION: Cornell University Library is offering an innovative new digital preservation training program with funding from the National Endowment for the Humanities. The primary goal of this program is to enable effective decision making for administrators who will be responsible for the longevity of digital objects in an age of technological uncertainty.

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30. Association of College and Research Libraries (ACRL)/Harvard Leadership Institute

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s). Applicants must be GS-1410-13 or above.

LOCATION: Cambridge, MA

DATES: 7-12 August 2005

WEBSITE: http://www.gse.harvard.edu/ppe/highered/index.html

COST: $1,750.00

Maximum per Diem: $212.00

Transportation: Obtain estimate from government contract travel office

DESCRIPTION: Leadership of academic libraries has never been more challenging. Demands for new services frequently outstrip the resources—money, time, and people—that are available. Technology has become a key factor in almost every important decision. Librarians look for more effective ways to make their voices heard as priorities are set campus-wide. And the constant expectation that they will provide articulate, effective leadership too often creates stresses in both their personal and professional lives.

In response to these challenges, the Association of College and Research Libraries (ACRL) is collaborating with the Harvard Institutes for Higher Education to present the Leadership Institute for Academic Librarians. The goal of this innovative program is to increase your capacity to lead and to manage. The program helps you to answer two key questions: questions:

- How well-positioned is my organization to meet current and future challenges?
- How effective is my own leadership?

The Leadership Institute focuses on the key skills required of library leaders:

- Characteristics of effective leadership in academic organizations
- Organizational Strategy and Change
- Transformational Learning
- Planning

31. DOIM/AKM Conference

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: Fort Lauderdale, FL

DATES: 22-26 Aug 2005

WEBSITE: http://www.doim.army.mil/Conference.html

COST: $250.00 (estimate based on 2004)

      Maximum per Diem: $133.00

      Transportation: Obtain estimate from government contract travel office

DESCRIPTION: Co-Sponsored by AFCEA International and the Army Chief Information Officer (CIO/G-6) and NETCOM/9th ASC. The DOIM/AKM Conference is the premier forum to bring Government and Industry together to openly communicate about commercial best business practices and government implementations.

32. My Professional Development Training. Short-term training, seminar, or educational meeting of your choice offered by state/regional professional association, accredited college or university, vendor, or other organization, closely aligned to your present professional position/duties. This training opportunity will not be used to support training on integrated library systems (ILS) or office automation courses. Training requested must be approved by this office.

Careerists interested in IT courses are referred to the distance learning courses available free to Army civilians at **https://www.atrrs.army.mil/channels/ eLearning/smartforce/**. IT courses, including those on integrated library systems and web development, will not be funded by ACTEDS.

LOCATION: Closest site where training is offered

DATES: Training/Seminar/Conference must be completed by
            30 September 2005.

COST: Tuition or Registration quotation must be supplied by the applicant.

        Maximum Per Diem based upon published government rates for each
        location.

        Transportation: Obtain estimate from government contract travel office
        and include it in your application packet.

DESCRIPTION: Applicant must supply a course/conference training description,
            including the dates, registration form and fee, and name and telephone
            number for a point of contact.